

**BY ORDER OF THE
CHIEF, NATIONAL GUARD BUREAU**

**AIR NATIONAL GUARD INSTRUCTION 14-2
MISSILE WARNING, VOLUME 2**



27 JULY 2015

Intelligence

**MISSILE WARNING UNIT INTELLIGENCE
EVALUATION CRITERIA**

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This publication implements Air Force Policy Directive (AFPD) 14-2, Intelligence Rules and Procedures, and is consistent with Air Force Instruction (AFI) 14-202 Volume 1, *Intelligence Training*, Air Force Instruction (AFI) 14-202 Volume 2, *Intelligence Standardization/Evaluation Program*, AFI 14-202, Volume 3, *General Intelligence Rules*, and AFI 36-2201, *Air Force Training Program*. This publication establishes the minimum standards for qualification evaluation of personnel performing intelligence duties to be used by all Air National Guard assigned or attached personnel to the 137th Space Warning Squadron (SWS)/Intelligence Flight. This publication requires the collection or maintenance of information protected by the Privacy Act of 1974. Privacy Act System of Records Notice F011 AF AFMC B, Patriot Excalibur, covers required information. The authority to maintain the records prescribed in this instruction is Title 10 U.S.C. 8013, Secretary of the Air Force; AFI 36-2608, *Military Personnel Records System* and Executive Order 9397, *Numbering System for Federal Accounts Relating To Individual Persons*, as amended by Executive Order 13478, *Amendments to Executive Order 9397 Relating to Federal Agency Use of Social Security Numbers*. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://www.my.af.mil/gcss-af61a/afirms/afirms/>. Restrictions expressed in an instruction can be made more, but not less, restrictive by supplement. The provisions of higher-level publications take precedence over lower-level publications. This policy document supports all Air Force Intelligence Training Transformation (IT2) efforts as mandated by DoD and other national policy directives.

Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, Recommendation for Change of Publication. Route AF Form 847s through the appropriate functional's chain of command.

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Chapter 1

GENERAL INFORMATION

1.1. General. This volume provides intelligence evaluators (IE) and examinees with procedures and evaluation criteria to be used during knowledge and task phases of initial and periodic evaluations. All evaluations will be conducted IAW the provisions of AFI 14-202, Volume 2, AFI 14-2 *Space*, Volume 2 and this publication.

1.1.1. **Objectives.** The examinee must satisfactorily demonstrate the ability to perform required duties safely and effectively, IAW applicable instructions and directives.

1.1.2. **Applicability.** This volume is applicable to all individuals performing intelligence duties for the 137th Space Warning Squadron (SWS).

1.2. Waivers. NGB/A2 is the waiver authority for this publication. Submit waivers to NGB/A2 and coordinate with Air Force Space Command (AFSPC)/A2 on all waiver correspondence. See AFI 33-360 and ANGI 14-2 MW, Vol 1, Table 1.1, for details on compliance waiver requirements (i.e. T-1, T-2 and T-3).

1.3. Procedures.

1.3.1. Prior to any formal evaluation conducted by a certified Intelligence Evaluator (IE), the examinee must have successfully completed (verified by applicable AF Form 4381) all Initial Qualification Training (IQT), Mission Qualification Training (MQT), and/or Specialized Training (ST) requirements outlined in ANGI 14-2 MW, Volume 1. (T-1)

1.3.1.1. All unit IEs will be certified by the Commander and/or Director of Operations, in writing.

1.3.2. IEs will use the evaluation criteria contained in **Chapter 3** to conduct all intelligence evaluations. To ensure standard and objective evaluations, IEs will be thoroughly familiar with the prescribed evaluation criteria. (T-1)

1.3.3. Prior to beginning an evaluation, the IE will brief the examinee on the conduct, purpose, requirements and applicable criteria of the evaluation. The examinee will accomplish required planning IAW the duty position and task being evaluated. (T-1)

1.3.4. Conduct and document evaluations IAW AFI 14-202, Volume 2, *Intelligence Standardization/ Evaluation Program*. Required areas for evaluation are shown in **Table 2.1** of this ANGI. Evaluations should be accomplished in a realistic training environment in conjunction with local events (e.g., Force Package (FPAK) deployment) to the maximum extent possible. When it is impossible to conduct an evaluation in a realistic environment, evaluations may be conducted via an alternate method (e.g., simulated or staged) in order to complete the evaluation. Document the reasons and type of alternate method used in the Comments section of the AF Form 4350, *Certificate of Intelligence Qualification*. (T-1)

1.3.5. The IE will thoroughly debrief all aspects of the evaluation. This debrief will include the examinee's overall rating, specific deviations, area grades assigned (if other than qualified) and any required additional training. (T-2)

1.3.6. The examinee will then conduct a self-critique debrief, IAW ANGI 14-2 MW, Vol 3, to assess root causes of any errors or other problem areas and suggest fixes to ensure there will not be any repeat errors. (T-3)

1.4. Evaluation Instructions. Standards and performance parameters are contained in AFI 14-202, Volume 2, and this instruction. The IE will compare examinee performance for each area accomplished during the evaluation with the evaluation criteria provided in this volume (Table 3.1) and assign an appropriate evaluation grade for the area. Use the general area/sub-area grades in AFI 14-202, Volume 2. Based on a composite of these individual area/sub-area grades, the IEs will determine the overall qualification level. (T-1)

1.4.1. The IE will use the AF Form 4381, *Intelligence Gradesheet*, to assist in grading the individual areas during the evaluation. The form used by the evaluator will be a blank AF Form 4381, not the one completed on the individual during MQT/ST. (T-2)

1.4.2. **General Criteria for Individual Items.** The following general grading criteria will be used to grade individual items:

1.4.2.1. Q. Qualified. Performance is correct. Quickly recognizes and corrects errors.

1.4.2.2. Q-. Qualified with discrepancies. Performance indicates limited proficiency. Despite discrepancies/errors, performance does not jeopardize safety or commander's intent during mission execution. Errors of omission or commission are rapidly identified and corrected with minimal impact on mission accomplishment.

1.4.2.3. U. Unqualified. Performance indicates lack of knowledge or ability. Performance could compromise safety or mission accomplishment. Errors of commission or omission were not identified and/or corrected.

1.4.3. **Overall Qualification Level.** Based on a composite of these individual area/sub-area grades, the IEs will determine the overall qualification level. IE judgment will be the determining factor in arriving at the overall qualification based on the observed events and tasks IAW this instruction.

1.4.3.1. Qualification Level 1 (Q-1). Performance demonstrates desired knowledge and proficiency. Limited discrepancies resolved in the course of the evaluation.

1.4.3.2. Qualification Level 2 (Q-2). Performance demonstrates ability but some additional training required and/or a grade of unqualified was observed in a task.

1.4.3.3. Qualification Level 3 (Q-3). The member demonstrated an unacceptable level of safety, performance or knowledge. Examinee received an area grade of unqualified in any of the tasks identified by this volume.

1.4.4. **Additional Training.** IEs are responsible for recommending additional training at their discretion. Document any additional training and completion IAW AFI 14-202, Volume 2, as supplemented.

1.4.5. **Unsatisfactory Performance.** Examinees receiving an overall "Q-3" qualification will be placed in supervised status until recommended additional training is completed and/or a reevaluation is successfully accomplished. If an examinee receives a "Q-3" on a mission evaluation (INIT MSN or MSN), they may not perform mission duties unsupervised until remedial actions are accomplished. If an examinee receives a "Q-3" on a specialized

evaluation, they may not perform specialized duties until remedial actions are accomplished, but they may perform mission duties unless specifically restricted. (T-1)

Chapter 2

EVALUATION REQUIREMENTS

2.1. General. Evaluations must include all required areas as depicted in **Table 2.1**. If it is impossible to accomplish a required area in a realistic training environment in conjunction with local event, the IE may elect to evaluate the area(s) by an alternate method (i.e., staged, simulated, verbally, etc.), in order to complete the evaluation. If the IE determines the required item cannot be adequately evaluated by an alternate method, an additional evaluation will be necessary to complete the requirements.

2.2. Intelligence Mission Qualification Evaluation.

2.2.1. Upon successful completion of IQT, and a successful mission qualification evaluation (QUAL), the individual is qualified as Basic Qualification (BQ).

2.2.2. Knowledge Evaluation. A comprehensive knowledge examination will be conducted as part of initial and periodic mission qualification evaluations (INIT MSN/MSN) to determine the examinee's knowledge in the required areas listed in ANGI 14-2 MW, Volume 1, Chapter 2. Evaluations in each knowledge category will be based on the unit's Master Question File (MQF). Examinations will be recorded on the AF Form 4350 IAW AFI 14-202, Volume 2. Reference **Table 2.1** for required knowledge examinations. (T-1)

2.2.3. Task Evaluation. Units may use evaluation materials provided by AFSPC/A2 or may assemble evaluation materials themselves using current intelligence, unit tasking and Area of Responsibility (AOR) scenarios that incorporate all appropriate evaluation requirements from **Table 2.1**. Evaluations during exercises or deployments are not prohibited; however, units should apply operational risk management principles to the scheduling of the evaluation. (Real-world deployments may provide a unique opportunity to conduct an evaluation; however, factors beyond the control of the examinee and IE may preclude its successful completion, and therefore, determination of applicability will be left to the discretion of the SIO). (T-1)

2.3. Intelligence Evaluator and Evaluations. The IE should be a senior OGI individual who has completed IQT, MQT and the IE program and is thoroughly knowledgeable about their MW system. IEs will be trained and certified per AFI 14-202, Vol 2, Chapter 4.

Table 2.1. Items Required for Intelligence Evaluations.

SUBJECT	MSN	ST
Knowledge Evaluation		
Understand 137 th SWS mission and capabilities and intelligence role in the 233 rd SG mission	R	
Understand 137 th SWS command and control structure (peacetime and wartime)	R	
Identify mission vehicle/communication vehicle	R	
Identify Threat Condition (THREATCON), Force Protection (FPCON), and Defensive Control (DEFCON) general knowledge/procedures	R	
Understand operational considerations: Peacetime, crisis/wartime, tasking	R	

authority		
Identify other US space assets and capabilities required to support/coordinate with 137 th SWS mission	R	
Adversary Ballistic Missile Weapon Systems: General knowledge	R	
Identify 137th SWS Mission Architecture and Characteristics	R	
Identify Missile Characteristics (including likely launch profiles), and launch sites and command and control (C2) for countries of interest emphasizing the ability to detect the launch	R	
Identify Geographic Areas of Concern	R	
Understand adversary strategic and nuclear forces, doctrine and characteristics	R	
Understand adversary space systems: characteristics and capabilities	R	
Understand adversary Counterspace capabilities	R	
Understand adversary space tactics, techniques and procedures	R	
Know adversary (RED) space force order of battle	R	
Know other actors (GREY) space force order of battle	R	
Understand most likely and most dangerous Courses of Action (COAs) for RED space forces during contingency operations	R	
Understand/Know Satellite Reconnaissance Advanced Notice (SATRAN) processing & dissemination	R	
TASK EVALUATIONS	MSN	ST
Perform Requests for Information (RFI) actions	R	
Prepare and present Live Operations briefing	R	
Prepare and present Deployment briefing	R	
Prepare and present Threat of the Month	R	
Prepare and present Current Intelligence Brief	R	
Ascertain SATRAN overhead collection requirements for MGS operations.	R	
Download appropriate SATRAN reports for MGS operations requirements.	R	
Given an assigned MQT task, prepare instruction, present the information, debrief the instruction and document appropriately		R
R = Required area of evaluation MSN =Initial/Mission Qualification Evaluation		

Chapter 3

EVALUATION CRITERIA

3.1. General Evaluation Grading Standards.

3.1.1. The evaluation criteria in this chapter are divided into two sections: Initial Mission Evaluation/Mission Evaluation and Specialized Evaluation Criteria. Use all sections for criteria applicable to the events performed on the evaluation.

3.1.2. Where major areas are divided into sub-areas, assign only one grade to the major areas. Annotate discrepancies in sub-areas on the back of the AF Form 4350.

3.2. Initial Mission Qualification / Mission Qualification Knowledge Evaluation Criteria. The following evaluation criteria apply to knowledge items associated with the duty positions or work centers in which personnel maintain mission qualifications.

3.2.1. “Q” - Correctly answers at least 85% of questions in test based on MQF

3.2.2. “Q-“ - Not Applicable

3.2.3. “U” - Fails to answer at least 85% of the questions correctly

3.3. Mission Qualification Evaluation Performance Criteria. Trainers and evaluators will use the following criteria to evaluate performance, IAW AFI 14-202, Volume 2. The referenced paragraph numbers below correspond to the Task Training Performance Measures listed in [Table 2.1](#) of ANGI14-2 MW, Volume 1.

Table 3.1. Evaluation Performance Criteria

	Perform Requests for Information (RFI) actions (1.19)
Q	Thoroughly researched available sources. Correctly followed procedures to submit an RFI. Correct classification and security markings on all products produced.
Q-	Missed some key sources when researching answer. Failed to submit to the correct chain of command. Minor errors in the text.
U	Inadequate research. Incorrect process. Incorrect classification.
	Prepare and present Live Operations briefing (1.20)
Q	Professionally delivered and well organized briefing. Accurately utilized template for briefing creation. Understood basic capabilities of system detection. Provided accurate picture of domestic and pending foreign launch boards. Provided correct satellite field of view, corresponding Ground Communications Network (GCN) codes, launch site designation and incorporated correct missile azimuth. Included accurate weather impacts for launch site location. Ability to answer basic questions. Correct security classification.
Q-	Some minor errors in the briefing; however, did not impact mission success. Self-corrected minor errors.
U	Did not follow briefing template. Did not understand how the briefing impacted the mission. Poor understanding of enemy launch capabilities. Poorly organized briefing. Incorrect security classification.
	Prepare and present Deployment briefing (1.21)

Q	<p>Professionally delivered, well organized, clear briefing. Effective use of template to build briefing. Accurately depicted deployed site SATRAN and weather conditions. Accurately depicted pending domestic and foreign launch activity. Accurately depicted exercise locations using all means available. Accurately depicted local threat and vulnerability assessment. Accurately depicted worldwide current intelligence.</p> <p>Tailored, relevant content. Easily understood by audience. Effective use of visual aids. Classification appropriate for audience. Identified key points including synopsis of military and political situation generating the deployment, and enemy activity and force disposition in AOR. Demonstrated ability to identify gaps in information that had potential impact on the mission. Clear understanding of research methods and sources. Showed ability to discriminate irrelevant information. Demonstrated understanding of capabilities and limitations of unit assets when conducting analysis. Fielded questions correctly. Correct classification and security markings on all products produced.</p>
Q-	Minor omissions, recovered when prompted, no significant impact on mission. Needs improvement in organization or delivery.
U	<p>Failed to use briefing template accurately. Poorly organized, not tailored. Confusing. Omitted key areas. Significant lack of analytical ability. Unable to conduct basic research. Missed significant information or failed to disseminate information. Briefing impacted mission success. Incorrect classification.</p>
Prepare and present Threat of the Month (1.22)	
Q	<p>Briefing effectively organized and professionally presented in a logical sequence. Clear understanding of research methods and sources. Effective use of visual aids. Concise yet thorough delivery. Tailored threat briefing to the capabilities of the 137th SWS mission. Correct classification and security markings on all products produced. Fielded questions correctly.</p>
Q-	<p>Presentation somewhat lacking in quality but all required areas were covered. Minor omissions, recovered when prompted. Some evaluation of the threat to the 137th SWS mission, but not many. Needs improvement in organization or delivery. Briefing hard to follow, somewhat redundant. Provided extraneous information.</p>
U	<p>Threat was not tailored to 137th SWS mission. Major gaps in information, unable to recover with prompting. Significant lack of analytical ability. Unable to conduct basic research. Fabricated information. Demonstrated lack of understanding of 137th SWS mission capabilities. Incorrect classification.</p>
Prepare and present Current Intelligence Briefing (1.23)	
Q	<p>Briefing effectively organized and professionally presented in a logical sequence. Appropriate level of detail, covered all applicable items since last update, and well-tailored analysis relevant to audience. Effectively used checklist and followed local procedures. Effective use of visual aids. Concise yet thorough delivery. Demonstrated ability to identify gaps in information that had potential impact on the mission. Clear understanding of research methods and sources. Showed ability to discriminate irrelevant information. Quickly identified significant information and rapidly disseminated to appropriate audience. Fielded questions correctly. Correct classification and security markings on all products produced.</p>
Q-	Minor omissions, recovered when prompted, no significant impact on mission. Needs

	improvement in organization or delivery. Briefing hard to follow, somewhat redundant.
U	Failed to use checklist and follow local procedures. Content not tailored appropriately. Confusing. Omitted key areas. Significant lack of analytical ability. Unable to conduct basic research. Missed significant information or failed to disseminate information to proper audience. Poor understanding of capabilities/limitations of unit assets and/or the impact information may have. Negative impact on the mission. Fabricated information. Incorrect classification.
	Ascertain SATRAN overhead collection requirements for MGS operations (1.24)
Q	Ascertained SATRAN overhead collection requirements correctly for MGS operations.
Q-	Minor omission or errors in ascertaining the SATRAN requirements that did not impact operations.
U	Errors in ascertaining SATRAN requirements that threatened operation security.
	Download appropriate SATRAN reports for MGS operations requirements (1.25)
Q	Downloaded appropriate SATRAN reports correctly for MGS operations requirements.
Q-	Minor omission or errors in downloading appropriate SATRAN reports for MGS operations requirements that did not impact operations.
U	Errors in downloading appropriate SATRAN reports that threatened operation security.

Chapter 4

SPECIALIZED EVALUATIONS

4.1. Specialized Evaluation Criteria. The following evaluation criteria apply to tasks associated with the duty positions in which personnel maintain specialized qualifications such as for Intelligence Evaluator.

4.2. Intelligence Evaluator (IE).

4.2.1. Intelligence Evaluator. Personnel are qualified as Intelligence Evaluators upon successful completion of all Intel Evaluation Certification Program requirements outlined in ANGI 14-2 MW, Vol 1.

4.2.2. IE Selection. As certifying official, the Commander, or Director of Operations when delegated, will select, and designate in writing, evaluators and instructors. Selection and designation will be annotated in the unit certification document AFSPC Form 91/91A. IE functions are as follows:

4.2.2.1. IE Currency. In order to maintain qualification, IEs must conduct at least one evaluation annually to remain current.

4.2.2.2. Conduct a thorough pre-mission briefing and post-mission debriefing for the trainee and applicable crew members on all aspects of the training.

4.2.2.3. Receive debrief training. Debriefs will be conducted after performance training and real world mission periods (i.e. real world operations with or without errors). Stan/Eval will be responsible for leading the real world operations debrief while Instructors will be responsible for the training debriefs.

4.2.2.4. Post evaluation the evaluator will conduct an outbrief only. This will consist of what errors the crew made, assigned IT (if any) and evaluator observations. Any errors committed will be debriefed by the crew IAW the certifying officials direction.

4.2.2.5. In order to provide unbiased feedback to the training program, personnel will not be certified as instructors and evaluators simultaneously.

4.2.3. Evaluator Training and Certification Program. The evaluator training and certification program is designed to instruct and evaluate 137th SWS evaluators on the proper manner in which to correctly assess crew proficiency as part of their role in the ISD process. All evaluators will complete the evaluator training program before certification.

4.2.3.1. Evaluator Training Requirements. Evaluator trainees will be observed and supervised by a certified evaluator. Evaluator trainees will:

4.2.3.1.1. Receive instruction on the following items:

4.2.3.1.1.1. Applicable equipment configuration and scheduling procedures (e.g., system in simulator configuration and on-line equipment configuration, test and evaluation scenario control procedures).

4.2.3.1.1.2. Instructional System Development (ISD) process and procedures.

4.2.3.1.1.3. Construction and administration of knowledge tests.

- 4.2.3.1.1.4. Construction and administration of performance tests (scenarios).
- 4.2.3.1.2. Construct a knowledge and performance test IAW **Chapter 2**.
- 4.2.3.1.3. Observe at least one evaluation conducted by a certified evaluator.
- 4.2.3.1.4. Conduct one evaluation under the observation of a certified evaluator for practice. This is the evaluator trainee's practice at conducting an evaluation and therefore they may ask questions of their evaluator instructor. This evaluation will not be an evaluation for record, the crew should be crew support only and the script used should be the script developed by the evaluator trainee and not one of the Qualification Evaluations.
- 4.2.3.1.5. Administer an evaluation scenario to a crew for record as the Evaluator's Initial Observation. The 233SG/OGV will conduct all initial observations on evaluators and recommend certification to the appropriate certifying official. This will include:
 - 4.2.3.1.5.1. Schedule the equipment.
 - 4.2.3.1.5.2. Configure the equipment IAW Evaluator Guide.
 - 4.2.3.1.5.3. Administer the pre-evaluation brief.
 - 4.2.3.1.5.4. Conduct the evaluation and determine errors.
 - 4.2.3.1.5.5. Administer the post-evaluation brief.
 - 4.2.3.1.5.6. Complete the 14AF Form 6 to document the evaluation.
 - 4.2.3.1.5.7. Outbrief the certifying official and operations crew of documented findings, to include recommendations for corrective actions.
 - 4.2.3.1.5.8. Personnel may be presented to the certifying official as Intelligence Evaluators upon successful completion of required tasks meeting the evaluation criteria shown in **Table 4.1**
 - 4.2.3.1.5.8.1. An IE receiving a grade of "U" in any grading area must not perform IE duties until completing additional training and a successful evaluation. This restriction is placed in the Comments section and "yes" is marked in restrictions on the AF Form 4350. An IE receiving an area grade of "U" in any grading area will result in an overall Q-3 for the IE evaluation.

Table 4.1. Specialized Evaluation Criteria – Intelligence Evaluator .

	Intelligence Evaluator Specialized Training (1.1)
Q	Demonstrated ability to evaluate effectively. Planned evaluation efficiently and made timely decisions, incorporated all objectives. Displayed thorough knowledge of evaluation criteria, grading procedures and evaluation documentation preparation. Completed appropriate evaluation records accurately. Adequately assessed and recorded performance. Comments were clear and pertinent. Correct classification and security markings on all products produced.

Q-	Deficiencies in depth of knowledge, comprehension of unit procedures, requirements, mission or threats. Minor problems in communicating or organization of evaluation. Did not adversely affect the evaluation. Minor errors or omissions in evaluation records. Comments were incomplete or slightly unclear.
U	Inability to effectively communicate evaluation procedures to the examinee. Did not plan evaluation efficiently and/or made poor decisions that adversely affected the evaluation process. Unfamiliar with evaluation criteria, grading procedures and evaluation documentation preparation. Lack of knowledge in certain areas seriously detracted from evaluator effectiveness. Did not complete required forms or records. Comments were invalid, unclear, or did not accurately document performance. Incorrect classification.

4.2.3.2. Evaluator Recurring Training Requirements. Evaluators receive recurring training to ensure standardization and to maintain evaluator proficiency. See AFSPCGM13-1 233SG Supp (Draft) for more details.

4.2.3.2.1. Conduct evaluator recurring training at least quarterly and ensure all evaluator training tasks are covered IAW APOI for evaluator RT.

4.2.3.2.2. 137SWS/OSV will ensure bi-annual (NLT 1st day of the 25th month) observations on all certified squadron evaluators. Observations will be documented on AFSPC Form 91.

4.2.3.2.2.1. 233SG/OGV may delegate annual observation requirements to his/her deputy/NCOICs.

4.2.3.2.2.1.1. Section chiefs/senior crew/GSU Non-commissioned officers in charge (NCOICs) will observe only those evaluators working within their area of responsibility.

4.2.3.3. Evaluator Certification Requirements. The 137 SWS/OGV recommends evaluator certification to the 137 SWS/CC.

4.2.3.4. Evaluator Restricted Status Requirements. An individual may be prohibited from performing evaluator duties without being decertified from CMR position.

4.2.3.4.1. Place an individual in evaluator restricted status and document reason on AFSPC Form 91 for the following reasons:

4.2.3.4.1.1. The individual is placed in restricted CMR status.

4.2.3.4.1.2. When an evaluator is placed in CMR restricted status for proficiency reasons, the evaluator may not administer evaluations for any position(s) in which he/she is restricted.

4.2.3.4.1.3. When an individual is in CMR restricted status for non-performance of shifts IAW AFSPCI 10-1202, the individual may conduct simulator evaluations if he/she has maintained currency (received RT) in all applicable tasks where approved by the Chief of Stan/Eval.

4.2.3.4.1.4. When an individual does not receive periodic recurring evaluator training or if an evaluator fails to receive an annual observation.

4.2.3.4.1.5. At the direction of the commander or Chief of Stan/Eval.

4.2.3.4.2. Remove an individual from evaluator restricted status when the reason for the restriction is resolved. Recertification is not required.

4.2.3.5. Evaluator Decertification/Recertification Requirements.

4.2.3.5.1. Commanders will decertify evaluators in writing when:

4.2.3.5.1.1. Individual is no longer needed as an evaluator.

4.2.3.5.1.2. Individual no longer possesses the degree of proficiency or professionalism to be an effective evaluator.

4.2.3.5.1.3. Individual departs unit due to a permanent change of station (PCS).

4.2.3.5.1.4. Individual is decertified from CMR duties.

4.2.3.5.1.5. Annotate decertification on the AFSPC Form 91/91A.

4.2.3.5.2. Accomplish evaluator recertification by completing tasks as directed by the certifying official.

4.2.3.6. **Evaluator Personnel Transfer.** Once an individual has been certified as an evaluator, it is not necessary to re-accomplish an entire training program at each new assignment. Certifying officials must assess the individual's previous evaluator experience to ascertain whether an individual requires further training to meet the unit's needs. At a minimum, provide training on local procedures and equipment before certifying the individual.

Chapter 5

TRENDING PROGRAM

5.1. Overview. This program minimizes the impact of recurring training and evaluation program weaknesses on unit mission accomplishment by analyzing and correcting operational deficiencies noted during training, evaluation, and operations. A two-step process, the program requires units to first compile and then analyze data to determine the root cause of a deficiency.

5.2. Trending Program Responsibilities. Collect and analyze evaluation, real world operations, and training data separately to prevent skewing of data. The analysis should be based on a separate deficiency scale for each category (i.e. evaluations, real world operations, and training). The key is, once all data is compiled, there must be a process to correlate the data to ensure all avenues are explored before determining a trend exists. Generally, trends are identified when the number of errors/deficiencies attributed to a specific task/subtask reaches a pre-determined percentage based on the number of times that task/subtask is exposed during evaluation and training activities. Real world trends are generally identified when units document real world deficiencies and therefore should have a separate threshold for triggering a trend. It is incumbent upon 137 SWS to establish statistically significant thresholds to ensure commanders are receiving the maximum benefit of this program.

5.2.1. 233 SG/OGV oversees the Trending Program process and will make final determinations on all related questions.

5.2.2. 137 SWS/OSV will administer the Trending Program process. 137SWS/OSV section will be the Point of Contact (POC) for reports.

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Director, Air National Guard

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFI 14-202, Volume 1, *Intelligence Training*

AFI 14-202, Volume 2, *Intelligence Standardization/Evaluation Program*

AFI 14-202, Volume 3, *General Intelligence Rules*

AFI 33-360, *Publications and Forms Management*, 25 September 2013

AFI 36-2201, *Air Force Training Program*, 15 September 2010

AFPD 14-2, *Intelligence Rules and Procedures*, 29 November 2007

AFSPCGM 13-1_233SG SUP, *233d Space Group (233SG) Supplement to AFSPC Guidance Memorandum (GM) 13-1, Space Operations Crew Force Management, Training, Standardization and Evaluation Date TBD*

ANGI 14-2 MW, Volume 1

ANGI 14-2 MW, Volume 3

Abbreviations and Acronyms

AFSPC—Air Force Space Command

AFPD—Air Force Policy Directive

ANG—Air National Guard

BQ—Basic Qualification

C2—Command and Control

CMR—Combat Mission Ready

DEFCON—Defense Condition

FPAK—Force Package

FPCON—Force Protection Condition

GCN—Global Communications Network

IE—Intelligence Evaluator

ISD—Instructional System Development

IQT—Initial Qualification Training

IT2—Intelligence Training Transformation

MEST—Mission Essential Skills Training

MGS—Mission Ground Station

MQF—Master Question File

MQT—Mission Qualification Training

MW—Missile Warning

NGB—National Guard Bureau

OPLAN—Operations Plan

OPR—Office of Primary Responsibility

RDS—Records Disposition Schedule

RFI—Request for Information

SATRAN—Satellite Reconnaissance Advanced Notice

SIO—Senior Intelligence Officer

SMIFTU—Space and Missile Intelligence Formal Training Unit

SORN—Systems of Records Notice

ST—Specialized Training

SWS—Space Warning Squadron

THREATCON—Terrorist Threat Conditions

TOD—Threat of the Day

TOM—Threat of the Month

TTP—Tactics, Techniques and Procedures